

**Minutes**  
**Pima Vocational High School (PVHS)**  
**Monthly Board Meeting**  
**March 18, 2021**  
**Virtual Meeting via Microsoft Teams**

**Roll Call**

**Board Members Present:**

President – Albert Garcia  
Vice President – Mary Fellows  
Board Member - Dalila Perez  
Board Member – Juanita Garcia-Seiger  
Board Member – Jay Slauter

**Board Members Absent:**

Board Member – Donna Ruthruff

**Also Present:**

Ms. Leslie Lynch – Program Manager  
Ms. Klara Everson – Ed. Serv. Coordinator  
Ms. Anne Ortiz - Aspire  
Ms. Irene Moreno – PVHS Registrar  
Ms. Kayla Walker – Data Specialist

**Call to Order**

8:33 a.m. by President Garcia, Pledge of Allegiance, Roll Call

**Reports**

1. Director's Report

Ms. Lynch reported that the audit for the 2019-2020 school year began on February 16, 2021. There were no findings on the final report from the Auditor General. She also reported that there was a discussion by bosses and Grants Management and Innovation (GMI) for the rent for the PVHS Irvington campus to be paid out of the State Equalization instead of the General Fund. Pima County departments are trying to find areas of savings in the General Fund.

Ms. Lynch reported that the Program Manager position has been filled. However, the Program Coordinator position as well as the Education Services Coordinator's positions, have not been filled, due to a hiring freeze. She also reported that PVHS will begin working with Lotus Training and Consulting Group, via a Direct-Select contract for data reporting and professional development. PVHS still has training funds available from the Comprehensive Support and Improvement (CSI) Grant, through 9/30/2021.

Ms. Lynch reported that PVHS opened to a full hybrid model on 3/15/2021. On Mondays, in-person classes are at the Irvington campus. On Thursdays, in-person classes are at the Ina campus. However, the school is open to any students who want to come on site for learning and other services.

2. Program Coordinator's Report

Ms. Everson reported that the March Staff Development will be held on 3/31/2021 and will be about data, Universal Design for Learning (UDL), and Social and Emotional Learning (SEL).

Ms. Everson reported that PVHS will have 8 students graduating in June. Lastly, she reported that there has been a strong interest by the Youth One-Stop to work with PVHS students. The Youth One-Stop will hold on-site registration, testing, and eligibility for the Workforce Investment and Opportunity Act (WIOA). The collaboration will create new training opportunities and grant funding for PVHS students.

3. Financial Reports

Ms. Ortiz reported that there were only reversals on the Task Order Report ending 2/28/2021.

Ms. Ortiz reported on the PVHS monthly financials. She reported that period 8 was quiet and all categories are right on track. She stated that February was a very clean month with respect to postings and Grants Management and Innovation (GMI).

She also reported that we need to use as much of the Federal revenue possible to support PVHS. PVHS will receive the minimum allocation of the Elementary and Secondary School Emergency Relief (ESSER) Grant, which is \$150,000.00. She also stated that these funds can be carried forward through 9/30/2023.

4. Registrar's Report

Ms. Moreno provided a graph of the year-to-date enrollment, attendance, and ADM through February 2021.

5. Data Specialist's Report

Ms. Walker reported on mandatory state testing coming up; Az Science, AzM2, and Azella testing will be held the last week in March through the first week of April.

Ms. Walker also gave a COVID-19 benchmark update. She reported that the Arizona Department of Health Services (ADHS) changed the reporting format. She also reported that ADHS reports show that the percent positivity is "low," but the transmission level is "substantial."

**Considerations for Approval**

1. Meeting Minutes for February 18, 2021

Vice President Fellows proposed a motion to approve the minutes from February 18, 2021, as written. Board member Perez seconded the motion. President Garcia and board members Garcia-Seiger and Slauter all voted aye. The motion passed unanimously.

**Call to the Audience**

There was no response to the call to the audience

**Adjournment**

President Garcia adjourned the meeting at 9:42 am

**Next meeting**

April 15, 2021

Minutes taken and submitted by Ms. Moreno

***Due to the current COVID-19 health crisis, this meeting was held, via Microsoft Teams.***